

CONFIDENTIAL**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

OC-AMD Staff Notes - 22-26 April 1985

FROM:

AC/OC-AMD

EXTENSION**NO.****DATE****TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

~~B/CO~~

03 MAY 1985

2.

~~DD/CO~~

3.

C/Operations

03 MAY 1985

03 MAY 1985

4.

OC-EXA

3 MAY 1985

3 MAY 1985

5.

OC/OL/ISC

Archiving

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

FORM
1-79**610**USE PREVIOUS
EDITIONS**CONFIDENTIAL**

GPO : 1983 O - 411-632

C O N F I D E N T I A L

OC- 12290-85

02 MAY 1985

MEMORANDUM FOR: Director of Communications

FROM: [REDACTED]

Acting Chief, Administrative Management
Division, OC

SUBJECT: OC-AMD Staff Notes 22-26 April 1985

1. During the week, Panel MCN personnel strength decreased by two technicians. Panel N is 13 technicians under authorized ceiling. However, this figure includes technicians who are participating in the OJT program, attending initial EOD training, and serving in assignments other than MCN approved positions. With these categories deleted, Panel N is effectively 36 technicians understrength. In Panel MCD there were two EOD's and one file shop during the week, with an overall gain of one. The Panel is 85 employees over authorized ceiling. There are 90 EOD students in training, while 23 TCA personnel are in processing or preparing for their overseas assignments. Taking into account the training status of EOD students, Panel MCD is currently 24 personnel understrength.

2. OSG activities included the processing of seven TDY's and two resignations (one MCA and one MCN). OC is currently providing 12 Panel D and one Panel N, CONUS-based personnel for TDY support of the Foreign and Domestic Networks.

3. [REDACTED] accompanied by OP recruiters are visiting select locations in Texas this week in response to ads placed in local newspapers. The end of the week's effort will culminate with an NCOA job fair in El Paso. Concurrently, [REDACTED] of AMD/RES and [REDACTED] of AMD/APB are in Ohio attending a Hamfest convention. In addition to these efforts, [REDACTED] and the West Coast OP recruiter traveled to Arizona's Devry College to recruit technicians. A total of 8 Panel N applicants passed the four-part ET test and PHS packages were issued. Initial results of the Texas trip netted 21 TCS, 3 ET, 10 clerical, 3 Computer Science, and 4 BSEE applicants.

WARNING NOTICE - INTELLIGENCE
SOURCES OR METHODS INVOLVED

C O N F I D E N T I A L

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4. There were 22 Operations Training Department (OTD) instructors involved in TDY during this reporting week. Seventeen were TDY overseas and five domestic. There were eight Technical Training Department (TTD) instructors involved in TDY overseas.

5. The Comprehensive exercise of Class 1-85 is proceeding smoothly. Seven stations are active, including two from the

6. OTD Instructor, [redacted] met with DC/Special Activities Branch to discuss the 23-30 May field training exercise. The Communications School (CS) will provide communications support for the exercise which will involve four Basic TCA students and two instructors.

7. A special running of the TERP training has been scheduled for up to eight NPIC TCO's in preparation for the NPIC TERP installation.

8. One of the mainstays of the Registration and Academic Support Department (RASD) office, [redacted] transferred into the OTD staff to commence training as an instructor in the OTD ICT/Wang Alliance Section.

9. A copy of the Model 22 Disintegrator video program was forwarded to [redacted] for their review. The program runs 8 1/2 minutes and details the operating procedures of the system.

10. Educational Support Staff (ESS) was visited by Messrs. [redacted] Systems Staff, OL/P&PD, to survey the video facility. This is in response to a DDA request as part of the IG study of video production facilities within the Agency. Copies of the position descriptions within ESS will be forwarded per their request.

11. A script was received from [redacted] SAG, for a video program on the Crisis Reporting System. Early estimate is that a 20-minute program will be sufficient.

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25X1 12. [] Procurement has received verbal approval of the waiver
request to procure the Panasonic recorders for the duplication
system. The order will be placed as soon as the paperwork arrives.

25X1 []

25X1 14. On 24 April 1985, []
25X1 visited CS to discuss [] services in support of the design and
development of the OC Utility Net training course in the Criterion
Referenced Instruction (CRI) format. He provided a detailed "Scope
25X1 of Work" and cost for this service. [] is expected to be
contracted for eight weeks to support the design and development of
the "General Operations" portion of the CRI OC Utility Net course.

25X1 []

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